



Self Performance HUB Subcontracting Plan (HSP)

The contracting agency has determined that subcontracting opportunities are probable under this contract. However, in developing your HSP, which includes dividing the contract work into reasonable lots or portions to the extent consistent with prudent industry practices, if you have determined that you are able to fulfill the entire contract scope of work with your own equipment, supplies, materials and/or employees, your completion of this Self Performance HUB Subcontracting Plan is required.

1. Respondent and Solicitation Information

- State Agency/University Name: Department of Information Resources
- Respondent Name: D+H Distributing Company / Kerri Gallaway
- Is respondent a TBPC certified HUB? ☐ - Yes ☒ - No
If yes, provide VID/Certificate #: _____
- Solicitation Number: DIR-BUSOP-TMP-051

2. Provide an explanation documenting how you intend to fulfill the entire contract scope of work, without subcontracting (including the provision of goods and services) any portion of the work:

- D+H is an authorized distributor of TI, Casio, Sharp + HP calculators + accessories. we are licensed to sell directly to schools or government agencies. All school + government purchase orders are faxed or mailed to our corporate Headquarters in Harrisburg, PA + orders are shipped directly from our Dallas, TX warehouse to the school or agency.*
- As an authorized representative of the company identified above, I affirm that in developing the HSP required for the solicitation referenced above, respondent is capable of fulfilling the entire contract scope of work with its own equipment, supplies, materials and/or employees. Respondent understands and agrees that, if awarded any portion of the solicitation referenced above,

- any modifications to the HSP must be submitted to the contracting agency for prior approval;
- if the HSP is modified without the contracting agency's prior approval, respondent will be in breach of the contract and subject to any remedial actions provided by Texas Government Code, Chapter 2161;
- upon request by the contracting agency, respondent shall allow the contracting agency to perform on-site reviews of the company's headquarters or work-site where services are to be performed and provide the contracting agency with documentation that includes, but is not limited to evidence of existing staffing to meet contract scope of work, monthly payroll records showing company staff fully engaged in the contract, and licenses and certificates of employees qualified and used to perform the contract scope of work.

Signature: ✓ Signature on File ✓

Title: Sales Supervisor (K12)

Printed Name: Kerri Gallaway

Date: 10/27/2004